

Supervisor of Vocational Schools  
Board of Education for Vocational Schools  
County of Cape May

1981 - 1982

## EMPLOYMENT AGREEMENT

for employees of

The Board of Education for Vocational Schools  
in the County of Cape May

Resolved that the following guide for salaries be adopted for employees of the Board of Education of the Vocational Schools in the County of Cape May with these provisions.

1. This guide shall be reviewed by the Board of Education each year on or before the October Board meeting.
2. Normal annual salary increments and adjustments provided for in this guide may be granted by the Board of Education upon the recommendation of the Superintendent and shall in no case be below that required by State law. Increments may be increased beyond the guide limits or withheld at the Board's discretion.
3. New employees may be placed on the salary guide according to their teaching experience and/or industrial experience beyond the certification requirements on a ratio of two such years of experience for one salary step to a limit of step five on the guide. A limit of four years credit on the guide will be allowed for military experience.
4. Ten month employees shall receive twenty pays from September 1st to June 30th with the increment effective as of September 1st.
5. Eleven month employees shall work an additional month (twenty-two days) between July 1 and August 31 and shall receive twenty-four pays with the increment effective as of July 1.
6. Twelve month employees shall receive twenty-four pays from July 1st to June 30th with the increment effective as of July 1st.
7. Pay periods shall be the 5th and 20th of each month.
8. All salary provisions are based on the premise that the employee is properly certified or working towards proper certification.
9. Adjustments from non-degree to Bachelors or equiv. or upward to Masters Degree will be made upon official receipt of documented evidence of such accomplishment.

10. Pay rates for substitutes and evening school personnel shall be as follows:
  - a. full day substitute \$35.00 per day
  - b. evening school instructors \$10.00 per hour
11. Administrative and other twelve month employees shall be given one month's (22 work days) vacation at a time mutually satisfactory to the employee and the superintendent.
12. When necessary to figure a daily rate for employees 1/200 of the annual base salary shall be used for ten month employees, 1/220 of the base salary for eleven month employees, and 1/240 of the annual base salary shall be used for twelve month employees.
13. Salary guide for instructors shall be based on the attached schedule 13A.
14. The following ratios shall be applied to the equivalent degree and experience level on teacher schedule 13A.

	<u>10 Month</u>	<u>11 Month</u>	<u>12 Month</u>
a. Teacher	1.00	1.10	1.20
b. Teacher Aide	0.60	0.68	0.75
c. Media Specialist	1.10	1.20	1.30
d. Assistant Coordinator	1.15	1.28	1.40
e. Coordinator	1.25	1.38	1.50
f. Supervisor (Director)	1.35	1.48	1.60
g. Assistant Principal	1.45	1.60	1.75
h. Business Administrator	1.55	1.70	1.85
i. Principal	1.65	1.82	2.00
j. Assistant Superintendent	1.80	1.98	2.15
k. Superintendent	2.00	2.20	2.40

15. The salary guide for non-certified personnel shall be based on the attached schedule 15A.

1981-1982

Schedule 13A

CERTIFIED INSTRUCTOR

<u>STEPS</u>	<u>EMERGENCY CERTIFICATE</u>	<u>BACHELORS DEGREE OR REGULAR CERT.</u>	<u>MASTERS DEGREE</u>
1.	11,000.00	11,700.00	12,500.00
2.	11,600.00	12,300.00	13,100.00
3.	12,200.00	12,900.00	13,700.00
4.	12,800.00	13,500.00	14,300.00
5.	13,400.00	14,100.00	14,900.00
6.	14,000.00	14,700.00	15,500.00
7.	14,600.00	15,300.00	16,100.00
8.	15,200.00	15,900.00	16,700.00
9.	15,800.00	16,500.00	17,300.00
10.	16,400.00	17,100.00	17,900.00
11.	17,000.00	17,700.00	18,500.00
12.	-	18,300.00	19,100.00
13.	-	18,900.00	19,700.00
14.	-	19,500.00	20,300.00
15.	-	20,100.00	20,900.00

- A. regular increments of \$600.00
- B. adjustment increment equal to regular increment or portion thereof as needed for guide position.
- C. anyone with eleven years in the system in same position shall receive a maximum increment or portion thereof as needed to reach their respective step on the guide.
- D. a maximum increment shall be limited to three times the regular increment.
- E. an additional adjustment of twenty-five percent of the regular increment will be added to the adjustment increment for those personnel who are off guide and have completed three or more years in the same position.
- F. no total increment shall be less than one and one half of the regular ratio based increment.

Approved: September 3, 1980

1981-1982  
NON-CERTIFIED PERSONNEL

Schedule 15A

<u>STEPS</u>	<u>12 MONTH</u>
1.	6984.00
2.	7344.00
3.	7704.00
4.	8064.00
5.	8424.00
6.	8784.00
7.	9144.00
8.	9504.00
9.	9864.00
10.	10,224.00
11.	10,584.00
12.	10,944.00

- A. regular increments of \$360.00
- B. adjustment increment equal to regular increment or portion thereof as needed for guide.
- C. anyone accumulating ten years of service in the same position shall receive a maximum increment or portion thereof as needed to reach their respective guide position.
- D. a maximum increment shall be limited to no more than three times the regular increment.
- E. the following ratios shall apply:
  - a. general secretary 1.0
  - b. supervisor/coordinator secretary 1.1
  - c. business office head secretary 1.15
  - d. superintendent/principal secretary 1.20
  - e. custodian 1.15
  - f. head custodian 1.20
- F. an additional adjustment of twenty-five percent of the regular increment will be added to the adjustment increment for those personnel who are off guide and have completed three or more years in the same position.
- G. no total increment shall be less than one and one half of the regular ratio based increment.

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Approved: September 3, 1980  
Revision Approved: March 3, 1981